

City of Brentwood
Planning and Codes Department
5211 Maryland Way (37027)
P.O. Box 788
Brentwood, TN 37024-0788

Office (615) 371-2204

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www.brentwood-tn.org/planning



◆ **Request for Temporary Certificate of Occupancy** ◆

MARCH 1, 2016

MARCH 1, 2016

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Chapter 14, Article III of the Code of Ordinances of the City of Brentwood:

Subsection 14-73. Temporary Certificate of Occupancy Fee

A \$2,000.00 fee shall be required for the issuance of a temporary certificate of occupancy for residential and commercial construction. Upon re-inspection, a sum of \$1,750.00 will be refunded to the person or entity that originally paid the fee, if all outstanding items are resolved within 60 days of issuance of the temporary certificate of occupancy and a full certificate of occupancy is subsequently issued as a result of such re-inspection.

Permit Number: _____ Date: _____

◆ **Residential: General Information**

Subdivision Name: _____ Lot Number: _____

Property Street Address: _____

◆ **Commercial: General Information**

Project Name: _____

Property Street Address: _____

Suite Number: _____ Building Name: _____

◆ **Payer Information:**

Payer Name (Company and/or Individual): _____

Mailing Address: _____

City/State/Zip Code: _____

Payer Phone No.: (____) _____ Payer Email: _____

Payer Signature

Print Name Clearly

***After a Full Certificate of Occupancy is issued, the Payer shall submit a Request for Refund to Brentwood Planning & Codes to receive the \$1,750.00 refund. A check will be mailed to the Company or Individual who paid the fee.**

Office Use Only

Codes Official Signature APPROVAL

Codes Official Signature DENIED

Date

Reason for Denial - Attach an additional sheet, if necessary)